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May 29, 2007

TO: Each Supervisor

FROM: Jonathan E. Fielding, M.D., M.P.H.  
Director and Health Officer

Subject: **NOTIFICATION OF DEPARTMENT OF PUBLIC HEALTH'S USE OF DELEGATED  
AUTHORITY TO ENTER INTO A BIOTERRORISM PREPAREDNESS AND  
RESPONSE SERVICES AGREEMENT WITH FIELD RESEARCH CORPORATION**

This is to advise you that the Department of Public Health (DPH or Department) will exercise its delegated authority approved by the Board on August 29, 2006, authorizing the Director, or his designee, to select providers, negotiate and execute bioterrorism related contracts and any amendments with such providers, upon review and approval by County Counsel and the Chief Administrative Office, and notification of Board offices, up to an amount not to exceed \$500,000 per contract, 100% funded by CDC award No. U90/CCU917012-07, effective upon execution by the parties through August 30, 2007.

Field Research Corporation has been selected by the Director to provide for the development and implementation of two countywide population-based random-digit-dialed telephone surveys of Los Angeles County adults, conducted in six languages, to assist Los Angeles County Public Health enhance its readiness and effectiveness in responding to public health emergencies in Los Angeles County. The two telephone surveys will enhance DPH's readiness to respond to public health emergencies in the County by providing reliable, up-to-date local information to, 1) assure plans in newly emerging areas such as pandemic influenza are evidence-based, 2) assess the effectiveness of emergency preparedness program outreach efforts among different sub-populations in the County, and 3) reveal community preparedness gaps to direct local interventions.

The term of the agreement is approximately three months at a maximum obligation of \$500,000.00, 100% offset by the Federal Centers for Disease Control and Prevention's Notice of Cooperative Agreement No. U90/CCU917012-07.

The referred contractual documents have been reviewed and approved by the Chief Administrative Office and County Counsel.

If you have any questions or require any additional information, please let me know.

JEF/jr  
M-00124

c: Chief Administrative Officer  
County Counsel  
Executive Officer, Board of Supervisors